

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
THURSDAY, SEPTEMBER 20, 2001
8:15 A.M.**

Commissioners Present: Kathy Campbell, Chair
Bob Workman, Vice Chair
Larry Hudkins
Bernie Heier
Ray Stevens

Others Present: Kerry Eagan, Chief Administrative Officer
Gwen Thorpe, Deputy Chief Administrative Officer
Dave Johnson, Deputy County Attorney
Bruce Medcalf, County Clerk
Trish Owen, Deputy County Clerk
Ann Taylor, County Clerk's Office

The Staff Meeting was called to order at 8:16 a.m.

AGENDA ITEM

1 APPROVAL OF STAFF MEETING MINUTES OF TUESDAY, SEPTEMBER 18, 2001

MOTION: Heier moved and Stevens seconded approval of the Staff Meeting minutes of September 18, 2001. Heier, Stevens, Workman and Campbell voted aye. Hudkins was absent from voting. Motion carried.

2 ADDITIONS TO THE AGENDA

- A. Sale of the Sheriff's Airplane
- B. Letter from the Joslyn Castle Institute for Sustainable Communities (Exhibit A)

MOTION: Stevens moved and Heier seconded approval of the additions to the agenda. Stevens, Heier, Workman and Campbell voted aye. Hudkins was absent from voting. Motion carried.

Hudkins arrived at 8:35 a.m.

ADDITIONS TO THE AGENDA

B. Letter from the Joslyn Castle Institute for Sustainable Communities (Exhibit A)

MOTION: Workman moved and Stevens seconded to ask the Planning Department to represent Lancaster County at a planned community/regional discussion at the Joslyn Castle on October 4, 2001, with a report back to the County Board, and to inform the Joslyn Castle Institute for Sustainable Communities of that representation. Workman, Stevens, Heier, Hudkins and Campbell voted aye. Motion carried.

3 DEPARTMENT OF CORRECTIONS QUARTERLY REPORT

Separate minutes.

4 CORRECTIONS NEEDS ASSESSMENT/PRETRIAL DIVERSION PROGRAMS - Mike Thurber, Corrections Director; Dave Voorhis, Voorhis/Robertson Justice Services, Inc.

See Item 3.

5 JUVENILE DETENTION FACILITY UPDATE - Chris Beardslee, Sinclair Hille & Associates Inc.; Dennis Banks, Lancaster County Juvenile Detention Center Director; Michelle Schindler, Lancaster County Juvenile Detention Center Deputy Director; Greg Pettibone, Lancaster County Juvenile Detention Facility Project Manager; Irene Prince, Juvenile Specialist Supervisor; Gus Hitz, Youth Assessment Center Director; Don Killeen, County Property Manager

Chris Beardslee, Sinclair Hille & Associates Inc., reviewed the following documents (Exhibit B):

O *Progress Summary as of September 20, 2001*

Beardslee said the electrical subcontractor is concerned with being able to make the substantial completion date and the general contractor has requested that additional time be added to the contract, changing the date of substantial completion from October 9 to November 20, 2001.

In response to a question from Workman, Beardslee said the contract provides for liquidated damages in the amount of \$1,000 per day.

Hudkins expressed concern about granting that much of an extension.

In response to a question from Stevens, Dennis Banks, Lancaster County Juvenile Detention Center Director, said the extension will also delay the facility's opening date by 30 days.

Campbell asked whether the hiring of additional staff for the new facility has been initiated.

Michelle Schindler, Lancaster County Juvenile Detention Center Deputy Director, said yes, but said some hiring can be delayed. She estimated the cost savings at \$14,000 to \$15,000.

Gus Hitz, Youth Assessment Center Director, said the delay is advantageous in that it will provide additional time for training.

Beardslee said the extension will mean that rent on the Airpark facility will also need to be extended and said the contractor has indicated a willingness to pay this expense.

Don Killeen, County Property Manager, said the County's lease for the Airpark facility ends January 31, 2002 and said he will have to check whether it can be extended.

Hudkins said all of the County's costs need to be calculated and recaptured.

The Board asked Beardslee, Eagan, Banks, and Killeen to meet with Dave Kroeker, Budget and Fiscal Officer, and Dave Johnson, Deputy County Attorney, to review the County's direct and indirect costs to ensure that there is no loss to the taxpayers by granting the General Contractor an extension, with a report back to the Board at the September 27, 2001 Staff Meeting.

O Lancaster County Juvenile Detention - Summary of Additional Costs

Beardslee said the summary will be an attachment to Change Order Number One, adding \$12,653 to the contract between Lancaster County and Cheever Construction. He said he anticipates that there will be a final change order to the contract.

In response to a question from Campbell, Beardslee said the project will still come in under budget.

6 EAST VAN DORN BETWEEN 112TH AND 120TH STREETS - Don Thomas, County Engineer

Don Thomas, County Engineer, displayed a map of East Van Dorn Street between 112th and 120th Streets, indicated the location of the rural water line and the trees that will need to be removed as the result of (1) an extended shift starting at 114th Street or (2) a single shift at 120th Street, putting the road back on sectionline going west from the end of the shift. He explained that the entire water line will need to be relocated under either scenario.

Thomas reported that both the Norris Public Power District and Lincoln Electric System (LES) have line in the area and said the line to 120th Street will be converted to LES next year. Transmission lines will be eliminated at that time which should reduce the amount of tree topping that would be necessary. He said a cantilevered system may also be an option.

In response to a question from Heier, Thomas said LES does not bury line unless an area is fully developed.

Thomas reported that 202 trees will need to be removed if the extended shift is constructed and 233 if the non-extended shift is constructed (Exhibit C). He recommended that the County purchase additional right-of-way to include the second row of trees if the non-extended shift is approved, noting this will increase the cost of the project.

MOTION: Hudkins moved and Stevens seconded to direct the County Engineer to proceed with the non-extended shift. Hudkins and Heier voted aye. Stevens, Workman and Campbell voted no. Motion failed.

Thomas recommended that the County proceed with the extended shift.

MOTION: Hudkins moved and Workman seconded to accept the County Engineer's recommendation to proceed with the extended shift and to direct him to proceed in that manner. Hudkins, Workman, Stevens, Heier and Campbell voted aye. Motion carried.

**7 COUNTYWIDE 400 MEGAHERTZ RADIO SYSTEM - Doug Ahlberg,
Emergency Management Director**

Doug Ahlberg, Emergency Management Director, explained that he had been unsuccessful in securing federal funds for an 800 megahertz radio system to serve the rural fire districts. He requested authorization to pursue acquiring surplus 400 megahertz radio system equipment from the military.

Heier asked whether the federal government might be more receptive to funding the purchase of communications equipment in light of recent terrorist attacks.

Ahlberg said he did not know but said he would be willing to resubmit the grant application. He noted that the rural fire districts are concerned with the on-going maintenance costs for an 800 megahertz radio system that would be tied into the City and said a 400 megahertz radio system would allow them to cross patch into the 800 megahertz radio system but would be less costly to maintain.

MOTION: Heier moved and Stevens seconded to authorize Doug Ahlberg, Emergency Management Director, to pursue both radio system options.

Hudkins asked Ahlberg to consult Tim Loewenstein, Buffalo County Commissioner, who serves on a national committee that is looking at state-wide emergency service systems.

ON CALL: Heier, Workman, Stevens, Hudkins and Campbell voted aye. Motion carried.

8 LB 640 FUNDING RECOMMENDATIONS; JUVENILE JUSTICE COORDINATOR - Kit Boesch, Human Services Administrator

LB 640 Funding Recommendations

Kit Boesch, Human Services Administrator, reported the following recommendations from the Juvenile Justice Review Committee for expenditure of Year One of LB640 funding of juvenile justice programs:

Juvenile Justice Coordinator Contract	\$ 10,000
Juvenile Substance Abuse Evaluator Program	\$ 45,000
Management Information Systems - Infrastructure	\$ 40,000
Crisis Response System 24/7	\$ 37,103
Court Appointed Special Advocates (CASA) Focus Project	\$ 15,000
Instant Pre-Trial Diversion Pilot Project	\$ 10,000
Families First & Foremost (F ³)Wrap-Around Focus Project	<u>\$ 44,000</u>
	\$201,263

MOTION: Heier moved and Hudkins seconded approval of the funding recommendations. Heier, Hudkins, Workman, Stevens and Campbell voted aye. Motion carried.

Juvenile Justice Coordinator

Boesch recommended that the County contract with Ann Hobbs for the professional service (see Page 14 of the agenda packet for a list of job responsibilities).

In response to a question from Stevens, Boesch said the contract amount is \$30,000 and said most of this cost is already accounted for in the budget.

MOTION: Stevens moved and Heier seconded to proceed with development of a contract for the Juvenile Justice Coordinator. Stevens, Heier, Hudkins, Workman and Campbell voted aye. Motion carried.

9 SALARIES FOR UNCLASSIFIED EMPLOYEES - Georgia Glass, Personnel Director; John Cripe, Classification and Pay Manager; Diane Staab, Deputy County Attorney

John Cripe, Classification and Pay Manager, reported that the Work Release Coordinator is a Bailiff I position. Both individuals in this position are part-time employees.

The Board scheduled a resolution to set the salaries on the September 25, 2001 County Board of Commissioners Meeting agenda.

10 POTENTIAL LITIGATION - David Johnson, Deputy County Attorney

MOTION: Stevens moved and Heier seconded to enter Executive Session at 11:54 a.m. for discussion of potential litigation. Stevens, Heier, Workman, Hudkins and Campbell voted aye. Motion carried.

MOTION: Stevens moved and Heier seconded to exit Executive Session at 12:09 p.m. Stevens, Heier, Workman, Hudkins and Campbell voted aye. Motion carried.

11 ACTION ITEMS

A. Set Region V and Community Mental Health Center Work Sessions

Item held.

12 CONSENT ITEMS

A. Authorize Kerry Eagan, Chief Administrative Officer, to Sign Proxies for Equity Growth Portfolio and Massachusetts Investors Growth Stock Fund

MOTION: Heier moved and Stevens seconded approval. Heier, Stevens, Hudkins, Workman and Campbell voted aye. Motion carried.

13 ADMINISTRATIVE OFFICER REPORT

A. Correspondence Tracking System

The Board asked Gwen Thorpe, Deputy Chief Administrative Officer, to prepare a list of information fields that could be included in a constituent tracking database and to develop a form for data collection.

B. Region V Correspondence

Board consensus was to send a letter of response to Doris Karloff, Regional Governing Board Chair, inviting the Regional Governing Board Executive Committee to meet with the Board at the September 27, 2001 Staff Meeting and indicating that Karloff's letter has been shared with Kit Boesch, Human Services Administrator.

C. Northwest 27th Street and Wildrose Lane Update

Hudkins reported on a meeting held with Don Thomas, County Engineer; Allan Abbott, City Public Works/Utilities Director; Larry England, Raymond Rural Fire Board Chair; Gene Neddenriep, Malcolm Public Schools Superintendent; Rich Grundman, Kawasaki Motors Manufacturing Corporation USA; and Senator Carol Hudkins to discuss whether to close Wildrose Lane. He said Thomas and Abbott recommended closing Wildrose Lane and relocating it to the south while the others in attendance favored leaving it open. He said there was also a recommendation to widen Northwest 27th Street to three lanes from Kawasaki's lot to the access onto Highway 34 which should help to minimize the cross traffic.

D. Letter from District Court Judge Earl Witthoff Regarding Law Clerks

Eagan reported that the District Court plans to hire one additional law clerk. The total number of hours worked will be the same and there will be no fiscal impact.

E. Lease Agreement for Parking with BryanLGH Hospital

Eagan reported that the County will be compensated for allowing the hospital to occupy the parking bay prior to the signing of the lease agreement.

F. Resolution for Salary Increases for Unclassified Employees

See Item 9.

G. Memorandum from Dennis Keefe, Public Defender, Regarding Juvenile Court Contracts

Eagan reported that Recknor and Associates have terminated their contract for legal services in the Juvenile Court, effective October 31, 2001 and it is recommended that the County contract with Dalton Tietjen and Lisa Lozano for this service.

H. Letter from Kristi LaDeaux Regarding Jail Programs

Board consensus to send a letter of acknowledgment to Kristi LaDeaux and to refer her letter to Mike Thurber, Corrections Director, for a response.

I. Letter from County Court Judge Gale Pokorny Regarding Community Service

The Board requested that discussion of community service be scheduled with Don Thomas, County Engineer, and Kit Boesch, representing the Justice Council, on a future Staff Meeting agenda. The topic will also be discussed at a Management Team meeting.

Hudkins also noted receipt of a letter from County Court Judge Gale Pokorny regarding a misrepresentation of indigency (Exhibit D).

MOTION: Workman moved and Hudkins seconded to send a letter of acknowledgment to County Court Judge Gale Pokorny and indicate that his concerns have been relayed to the County Engineer and County Attorney. Workman, Hudkins, Heier, Stevens and Campbell voted aye. Motion carried.

ADDITIONS TO THE AGENDA

A. Sale of the Sheriff's Airplane

Terry Wagner, Lancaster County Sheriff, and Kathy Smith, Assistant Purchasing Agent, appeared and reported that four bids ranging in amounts from \$61,000 to \$93,500 were received for the Sheriff's airplane.

The Board scheduled acceptance of an offer to purchase the airplane on the September 25, 2001 County Board of Commissioners Meeting agenda.

Wagner noted that the sale will be contingent upon a test flight.

14 DISCUSSION OF BOARD MEMBER MEETINGS

A. Region V Governing Board - Campbell, Stevens

Campbell and Stevens reported that decisions were made on the Request for Proposals (RFP's) for tobacco settlement funded programs and said the provider did not meet the stipulations in a couple of instances, so those funds were held over to Phase II. It was also reported that Region V would like to establish a non-profit foundation to support the Family & Youth Investment (FYI) Program.

B. Railroad Transportation Safety District - Hudkins, Workman, Stevens

Stevens said the budget was approved. He noted that a request for authority to increase the budget by 1% to add to the administrative reserves was denied.

C. Air Pollution Control Advisory Board - Hudkins

Hudkins said the Lincoln/Lancaster County Health Department has backed off the proposed regulation for no open burning in the County.

He also reported that Wayne Heyen was appointed to serve on the Community Health Endowment Board.

D. General Assistance Monitoring Committee - Campbell, Stevens

Campbell said the committee is continuing to work on the pharmacy issue and met with CenterPointe to discuss case managers for those individuals that have a dual diagnosis of substance abuse. A review team was formed to look at the psychotropic drug issue.

Campbell said the committee is also working on the problem of obtaining Social Security Income (SSI) eligibility dates.

Eagan noted that the General Assistance (GA) Burial Plan will need to be amended to provide for inurnment of cremains in an Ossuary in the County section of Wyuka Cemetery.

E. Board of Health - Hudkins

Hudkins said the plan for response to an emergency or terrorism attack situation was discussed and said it was agreed that Doug Ahlberg, Emergency Management Director, will head efforts. He said concerns regarding the effectiveness of vaccinations to a new small pox strain were also discussed.

F. Community Mental Health Center Strategic Planning Session - Stevens

Stevens reported that a mission statement was developed and work groups were formed to develop a plan for the coming year.

G. Families First & Foremost (F³) Conveners Group - Heier

Heier reported that Jill Rubottom, Region V Mental Health, Alcoholism & Drug Abuse Program, did not want to sign the memorandum of understanding.

H. Lincoln Independent Business Association (LIBA) Budget Monitoring Committee - Hudkins, Stevens

Hudkins reported that the LIBA Budget Monitoring Committee requested an explanation of why the County's budget exceeded inflation plus growth.

Stevens said the committee would like to be more involved in the budget process and plans to have representation at the County's Mid-Year Budget Review.

15 EMERGENCY ITEMS AND OTHER BUSINESS

The Board directed that a letter supporting Commissioner Hudkins' candidacy for the office of Nebraska Association of County Officials (NACO) Treasurer be drafted.

The Board also requested that Public Relations and Pending Items be added as agenda items on future agendas.

16 ADJOURNMENT

MOTION: Stevens moved and Hudkins seconded to adjourn the meeting at 1:10 p.m. Stevens, Hudkins, Heier, Workman and Campbell voted aye. Motion carried.

Bruce Medcalf
County Clerk